

MS-203: HUMAN RESOURCE MANAGEMENT

Objectives

In a complex world of industry and business, organisational efficiency is largely dependent on the contribution made by the members of the Organisation. The Objectives of this course is to sensitize students to the various facets of managing people and to create an understanding of the various policies and practices of human resource management.

Course Contents

- I. Concepts and Perspectives on Human Resource Management; Human Resource Management in a Changing Environment, Balance Score Card.
- II. Corporate Objectives and Human Resource Planning; Career and Succession Planning; Job Analysis and Role Description.
- III. Methods of Manpower Search; Attracting and Selecting Human Resources. Competency Mapping, Induction and Socialization.
- IV. Manpower Training and Development; Talent Management, Performance management system -KRA, KPI, Job Evaluation & Wage Determination.
- V. Employee Welfare; Industrial Relations & Trade Unions; Dispute Resolution & Grievance Management; Employee Empowerment.

Suggested Readings

1. *Aswathappa, K. Human Resource and Personnel Management Tata McGraw Hill, New Delhi, 1 997*
2. *De Cenzo, D A & Robbins S P. Human Resource Management. 5th ed., New York, John Wiley, 1994.*
3. *Guy, V & Mattock J. The New International Manager. London, Kogan Page, 1993.*
4. *Holloway, J. ed. Performance Measurement and Evaluation. New Delhi, Page, 1995.*
5. *Monappa, A. & Saiyadain M. Personnel Management. 2nd ed., New Delhi, Tata McGraw-Hill, 1966.*
6. *Stone, Lloyed and Leslie W. Rue, Human Resource and Personnel Management Richard D. Irwin, Illinois, 1984.*

The list of cases and specific references including recent articles will be announced in the class at the time of launching of the course.